

**VILLAGE OF AVISTON
MINUTES OF REGULAR MEETING HELD ON:
TUESDAY JANUARY 2, 2024**

The regular meeting of the President and Board of Trustees was held on Tuesday January 2, 2024 at 7:00 pm in the Village Hall. In attendance were Village President Mike Kampwerth, Village Treasurer Steve Goestenkers, Village Clerk Jennifer Jansen, Trustees Kevin Eversgerd, Matt Kohlen, Curt Albers, Kim Peek, Matt Netemeyer, and Kyle Markus. Employees present included Gary Rakers, Mike Kuhl, and Village Attorney Chad Leitch. Guests present included Mike Engel with the Zoning Board and Jeff & Nancy Woltering.

The Pledge of Allegiance was recited by all.

1. GUESTS:

Jeff & Nancy Woltering were present to go over the results of the public hearing. Mike Engel state the Zoning Board held a public hearing in December for the preliminary plat for Frontier Park. There was no public comment at the hearing. Mike stated the Zoning Board recommended approval of the plat with administrative notes present. A motion to approve the Zoning Board's recommendation was made by Kevin Eversgerd, second by Curt Albers. Motion carried 6-0.

2. MINUTES:

Minutes of the regular meeting as well as closed session were available for review. A motion to approve the regular meeting minutes was made by Kevin Eversgerd, second by Curt Albers. Motion carried 6-0. A motion to approve the closed meeting minutes and to open them was made by Matt Kohlen, second by Kyle Markus. Motion carried 6-0.

3. FINANCIAL REPORT:

Steve Goestenkers reviewed the monthly financial report. The Village collected \$194K and disbursed \$241K. Disbursements were higher due to the water tower loan payment, final expense on the new squad car and half of insurance payment.

The monthly financial report notes are as follows:

– General Fund:

- 1) Noted a surplus of \$168K YTD
- 2) Income Tax is on pace with the budget, Use Tax slightly lower than expected and Sales Tax slightly higher
- 3) Street and Sidewalk expenses under budget
- 4) Move \$12,200 to squad car expense

-Water Fund

- 1) Revenue on pace to hit \$595K
- 2) Waterline loan paid off in December
- 3) Noted YTD loss of \$48,250
- 4) Large expense noted was the insurance payment due in December

-Sewer Fund

- 1) \$295K in revenue expected
- 2) YTD surplus of \$32K

-PARK

- 1) Lease payment received. Profit of \$232.

-MFT

- 1) YTD expenses expected to exceed revenue
- 2) On pace to hit \$100K in revenue
- 3) \$64K deficit expected in this account, as planned

-TIF Funds

- 1) Final property tax installments received in all TIF accounts.

A motion to approve the financial report and to pay all bills, including those normal monthly bills not yet received, was made by Curt Albers, second by Kim Peek. Motion carried 6-0.

4. POLICE REPORT:

-RPIP – no inspections this month.

-Cameras – camera quotes were available for all to review. Mike Kuhl stated Crimestoppers could possibly get us a grant for \$5K to put towards this. The Public Property committee will meet to present a recommendation for which cameras to proceed with.

-Eagle Inn – No updates. Need to look into ordinance book revisions pertaining to possible issues that could arise.

-Police Vehicle – Squad cars are stripped. Looking to possibly sell both. Committee will get information to get advertised.

-Fine Schedule – Jon has been putting a lot of work into this and is hoping to have a sit down with the committee in January to get finalized.

A copy of the monthly report is in everyone's packet for review.

5. PARK DISTRICT:

Park District minutes are in the packet for all to review.

No update on the OSLAD grant.

6. VILLAGE CLERK:

A copy of the report was available in everyone's packet for review.

-Water Rate Ordinance (2024-1-1) – A motion to approve the water rate increase ordinance was made by Matt Netemeyer, second by Kim Peek. Motion carried 6-0 by roll call vote as follows:

| | |
|--------------------|--------------------|
| K. Eversgerd – aye | K. Peek – aye |
| M. Kohnen – aye | M. Netemeyer – aye |
| C. Albers – aye | K. Markus – aye. |

-Water Tap-on Fee Ordinance (2024-1-2) – A motion to approve the water tap-on fee ordinance, with amendment to the second paragraph, was made by Kevin Eversgerd, second by Kyle Markus. Motion carried 6-0 by roll call vote as follows:

| | |
|--------------------|---------------|
| K. Eversgerd – aye | K. Peek – aye |
|--------------------|---------------|

M. Kohnen – aye

C. Albers – aye

M. Netemeyer – aye

K. Markus – aye.

-Sewer Rate Increase Ordinance (2024-1-3) – A motion to approve the sewer rate increase ordinance was made by Kim Peek, second Matt Netemeyer. Motion carried 6-0 by roll call vote as follows:

K. Eversgerd – aye

M. Kohnen – aye

C. Albers – aye

K. Peek – aye

M. Netemeyer – aye

K. Markus – aye.

-Sewer Tap-on Fee Ordinance (2024-1-4) – A motion to approve the sewer rate tap-on increase, with a minor correction, was made by Matt Netemeyer, second by Curt Albers. Motion carried 6-0 by roll call vote as follows:

K. Eversgerd – aye

M. Kohnen – aye

C. Albers – aye

K. Peek – aye

M. Netemeyer – aye

K. Markus – aye.

7. VILLAGE ADMINISTRATOR REPORT:

Admin report was available for all to review.

Kurt emailed out the updated Ordinance Book. Jenny will update this as needed going forward.

-Bank TIF – Kevin reported on this TIF application and presented a draft contract for all to review. Board suggested a 90% reimbursement for the contract for a total, not to exceed amount of \$60,637.50. Kevin will make a few minor changes to the contract and get to Terry for review.

Kevin did state that he recently gave out another TIF application to a potential business owner.

8. CURRENT PROJECTS:

-Clearwave – Will be addressed in Gary's report.

-Committee Reports – Public Property committee will meet in January as well as Street committee meeting in January. Employee committee completed all reviews and wage increases will be implemented January 1. Matt Netemeyer will follow-up with Netemeyer Engineering to get Eastbrook drainage maps.

9. ZONING ADMINISTRATORS REPORT:

Minutes of the Zoning Board meeting were in everyone's packet for review.

10. DIRECTOR OF PUBLIC WORKS REPORT:

-Clearwave – Gary updated that Clearwave hit a water line north of town. Gary explained what was hit and reviewed the bill sent to Clearwave to cover the expenses.

-Report is present for review.

11. OLD BUSINESS:

Mike Kampwerth read thank you notes from the LeCroy and Millard families.

12. NEW BUSINESS:

-SYS Renewal & Support – Kyle Markus stated he spoke with Solve Your System regarding laptops for the Board. The quote was for \$600/laptop. A motion to move forward with phasing in laptops as needed with a start-up purchase of 3 was made by Kevin Eversgerd, second by Matt Kohnen. Motion carried 6-0.

A motion to enter closed session to discuss employee wages was made by Kevin Eversgerd, second by Kyle Markus. Motion carried 6-0. Time was 8:15pm.

Discussed employee issues.

A motion to exit closed session was made by Kevin Eversgerd, second by Matt Netemeyer. Motion carried 6-0. Time was 8:34pm.

A motion to re enter open meeting was made by Kevin Eversgerd, second by Kim Peek. Motion carried 6-0. Time was 8:34pm.

A motion to adjourn was made by Kevin Eversgerd, second by Matt Netemeyer. Motion carried 6-0. Time was 8:36pm.

Jennifer Jansen, Village Clerk